E-News

National Healthcare Safety Network

July/August 2006 **Volume 1, Number 5**

NHSN Links

NHSN Website

NHSN Patient Safety Component Protocols

DHQP Website

Contact Us

NHSN@cdc.gov

Renewing your Digital Certificate

SDN requires that all digital certificates be renewed every year. If the anniversary of your certificate is approaching, you will get a message when you log into SDN that your digital certificate will expire within 30 days. When you get this message, follow the instructions below to obtain a digital certificate. Once you remove your old certificate and install your new digital certificate on the computer(s) you use for NHSN, please send an email to the NHSN mailbox (nhsn@cdc.gov) to inform us that you have installed your new certificate. When we receive this email, we will update your information in NHSN and send you an email that you can now access NHSN. If this step is not followed you will not have access to NHSN and will receive a message that there are no login options found.

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Instructions: When applying for a new digital certificate you may use the same challenge phrase or create a new one. Please make a back-up copy of your new digital certificate.

Please print a copy of the document entitled "SDN Enrollment Guide: A Guide for using the Secure Data Network to Obtain a Digital Certificate and to Enroll in a CDC Program" from the following URL: http://www.cdc.gov/ncidod/hip/nhsn/members/SDNEnrollmentGuide.pdf

Follow the instructions in this guide to obtain and install the digital certificate so that you will be able to access NHSN through the SDN.

The first step in the SDN enrollment process is to enter an enrollment password. From the Centers for Disease Control and Prevention - Digital ID Enrollment page, https://ca.cdc.gov, you will be prompted for the Enrollment Password, which is: !cdc_sdn_apply! (Be sure to include the exclamation points and use lower case and underscores.)

During SDN enrollment you will be prompted to select a Program and a program-specific Activity.

For Program, select: National Healthcare Safety Network (NHSN) For Activity, select: NHSN Reporting
If you have difficulties enrolling in the SDN, please contact them at 800-532-9929 or 770-216-1276 or cdcsdn@cdc.gov.

Tips from the Trenches

- A reminder from the June E-News: If you try to enter a superficial SSI (i.e., SIP or SIS) for any operation with or without an implant with an event date >30 days, NHSN will not allow it! Only deep or organ/space SSIs are followed for 12 months if an implant is in place. Take another look at the definition of SSI!
- You can now generate a quarterly report for a location (e.g., SICU) that includes rates for all device-associated infections.
  - From the Analysis Output screen, select: **Device-associated Module**, then select **All Device-associated Events**
  - Choose **CDC Defined Output**, then choose **Rate Table - All Device Associated Data.** Click on **Modify**
  - When the Analysis Rate Table screen appears, do the following:
    - Choose **Rich Text Format** from the drop down menu (optional) and check the box, **Landscape**
    - Click the box next to **Use Variable Labels**
    - In the drop down field for **Choose a Date Variable,** select **Summary YM**
    - Enter a **Beginning** and an **Ending** date using the format (mm/yy) – Reminder, the computer will auto-enter the slash**!!**
    - In the first (upper left) **Selection Criteria** drop down box, select **location**.
    - Click on the box directly below the word "location" – a gray box will appear.
      - Choose your selected location (e.g., MICU) from the drop down box
      - Click on Save at the bottom of the gray box. The location you selected will appear in the box below the word "location"
    - Under Other Options, in the drop-down box labeled "Group By", choose **Summary YQ**
    - Click on **Run.** You'll get a pop-up box asking if you want to open or save the Word document. If you open it, you'll get the rate table requested. If you choose to save it, you'll find the rate table in the location you specify.

Please Include Your ID!

When sending an e-mail to NHSN please include your facility ID number. This will allow us to save time in researching a facility specific question/issue. The ID number is displayed at the top of the NHSN Home Page and looks like this: **Logged into DHQP Memorial Hospital (ID 10000) as JPS1**

NHSN Statistics – as of August 15, 2006

Facilities enrolled and submitting data to NHSN	256
Monthly Reporting Plans	2,999
Patients entered	125,351
Summary Data Records	6,096
Events entered	127,485
Bloodstream Infection (BSI)	5,445
Pneumonia (PNEU)	3,109
Surgical Site Infections (SSI)	4,807
Urinary Tract Infection (UTI)	4,314
Dialysis Incidents (DI)	3,024
Procedures	117,510
Facilities uploading OR procedure data	20
Output (Tables, Graphs, etc.) generated	18,510

Editing/Deleting Your NHSN Users

In NHSN it is the Facility Administrator's responsibility to keep the facility's user information current. If a user leaves or if an email address changes, please be sure the Facility Administrator makes the appropriate changes by doing the following:

Locate Manage Users on the Nav bar and click on Find User. When the Find User screen appears, type in the user's name. When that person's user screen appears, click on the Edit button at the bottom of the screen. The screen will change to edit mode and you can make the appropriate changes. To save the changes, click on the Save button at the bottom of the screen.

If the person is no longer a user, click on Delete at the bottom of the Edit screen. You will get a message that tells you this person has been 'deactivated'. They will still appear in the list but have no NHSN privileges. This will also remove them from the NHSN automated email list.

If a user leaves and you do not make these changes, NHSN will continue to send them emails and we will get a "bounce" back message that the email was unsuccessful. At the present time, we're trying to follow up on these messages, but in the future, when we have many more participants, this will not be possible.

Thanks for your help.